



## Board of Directors Meeting & Retreat

Friday, April 23, 2021, 9:00 a.m.

### MINUTES

**MEMBERS PRESENT:** Mark Wylie, Andrew Albu, Steve Ball, Paul Bough, Glen Casel, Kari Conley, Diane Culpepper, Keira des Anges, Wendy Ford, John Gyllin, Mark Havard, Jeff Hayward, Eric Jackson, Brooke Morris, Sheri Olson, Bryan Orr, Stella Siracuza, David Sprinkle, Jim Sullivan, Richard Sweat, Jane Trnka, Al Trombetta, Eric Ushkowitz, Larry Walter, Matt Walton, and Jody Wood

**MEMBERS ABSENT:** Wendy Brandon, John Gill, Nicole Guillet, Kathleen Plinske, Sharron Washington, and Christopher Wilson

**STAFF PRESENT:** Pam Nabors, Mimi Coenen, Leo Alvarez, Lisa Burby, Lesley Harris, Steven Nguyen, Dyana Burke, Nilda Blanco, Cliff Marvin, Jason Lietz, Sean Masherella, Vanessa Nogueira, and Kaz Kasal

**GUESTS PRESENT:** Reverend Jose Rodriguez / Iglesia Episcopal Jesus De Nazaret; Heather Ramos / GrayRobinson; Daniel Harper / DEO; Jerry Ross / National Entrepreneur Center; Gaby Ortigoni / Hispanic Chamber of Metro Orlando; John Newstreet / Kissimmee-Osceola Chamber of Commerce; Tanisha Nunn Gary / African American Chamber of Central Florida; Robert Agrusa / Central Florida Hotel & Lodging Association.

Agenda Item	Topic	Action Item / Follow Up Item
1	<b>Welcome</b> <ul style="list-style-type: none"> <li>Mr. Wylie, Board Chair, called meeting to order at 9:03 am and welcomed attendees.</li> </ul>	
2	<b>CSCF Spotlight Story</b> <ul style="list-style-type: none"> <li>Reverend Jose Rodriguez, Iglesia Episcopal Jesus De Nazaret, introduced a video regarding their partnership with CSCF on the "Purposeful Leadership" program that supports those displaced by COVID-19 pandemic by providing internships and valuable work experience on a variety of projects.</li> </ul>	
3	<b>Roll Call / Establishment of Quorum</b> <ul style="list-style-type: none"> <li>Ms. Kasal, Executive Coordinator, reported a quorum present.</li> </ul>	
4	<b>Public Comment</b> <ul style="list-style-type: none"> <li>None provided.</li> </ul>	
5	<b>Conflict of Interest Provided</b> Ms. Ramos, GrayRobinson, presented an overview of updated conflict of interest process, reviewing examples of new forms: voting and contract-related (attachment).	
6	<b>Consent Agenda</b> <ul style="list-style-type: none"> <li>Mr. Wylie asked the Board if any item on consent agenda, as listed below, should be moved off for further discussion:               <ul style="list-style-type: none"> <li>Draft Minutes of 2/25/21 Board Meeting.</li> </ul> </li> </ul>	<b>Mr. Walton made a motion to approve all items on the consent agenda. Dr. Culpepper seconded; motion passed unanimously.</b>
7	<b>Information / Discussion</b> <u>Chair's Report</u>	

- Reminded Board Members to complete survey on Board Engagement Activities – 3<sup>rd</sup> Quarter.

President’s Report

- Ms. Nabors, President/CEO, provided highlights from the President’s Report (attachment) to include review of:
  - Scorecard 7/1/20 thru 3/31/21.
  - Sterling update and next steps.
  - Florida legislative updates.
  - Opioid grant updates.
  - CSCF Phase 3 reopening plans – expanding in-person service capacity, effective 5/3/21.
- Finance Report
  - Mr. Alvarez, CFO, reviewed financials through 2/28/21 (attachment), trending on target at 66.5% expended.

Committee Reports

Executive:

Mr. Wylie, Executive Committee Chair, stated Committee met on 4/15/21, reviewed CSCF updates and committee reports. Committee approved staff to continue negotiations and provide their recommendation for today’s Board review and approval.

- Mr. Alvarez provided additional updates on the negotiations with Cigna and Florida Blue.
- Mr. Alvarez stated a savings of \$35,000 selecting MetLife for dental/vision, and The Harford for Life/Disability coverage.

Audit

Mr. Walter, Audit Committee Chair, stated no new updates.

Career Services

Ms. Coenen, COO, on behalf of Dr. Plinske, Career Services Committee Chair, reported on the following:

- Met on 3/25/21.
- Focus of discussion around expanding training opportunities to include emerging industries to better align with current job opportunities in the region.
- Committee approved to forward for Executive and Board approval to expanded career training opportunities in FY 21-22 budget.

Community Engagement:

**Dr. Gyllin made a motion to approve continued negotiations with Cigna and Florida Blue and select a health benefits carrier for CareerSource Central Florida, with a not to exceed increase of 10%. Mr. Walton seconded; motion passed unanimously.**

**Mr. Havard made a motion to select MetLife for dental and vision and The Hartford for Life and disability coverage. Dr. Culpepper seconded; motion passed unanimously.**

**Mr. Walter made a motion to approve expanding career training opportunities in FY 21-22 budget to include emerging markets outside the current six HGIs (High Growth Industries). Mr. Walton seconded; motion passed unanimously.**

	<p>Ms. Wood, Community Engagement Committee Chair, stated no new updates. Next meeting is scheduled for 5/17/21.</p> <p><u>Facilities Ad Hoc Committee</u> Mr. Walton, Facilities Committee Chair, relayed Facilities Ad Hoc Committee will be meeting on 6/1/21 to review CSCF’s Southeast Orange County Career Center lease, set to expire on 1/31/2022.</p> <p><u>Finance Committee</u> Mr. Ushkowitz, Finance Committee Co-Chair, reported on the following:</p> <ul style="list-style-type: none"> <li>• Met on 4/13/21.</li> <li>• Reviewed financials through 2/28//21.</li> <li>• Reviewed Retirement Plan updates and approved proposed fee reduction and adding a mid-cap growth investment fund.</li> <li>• Approved mid-year budget adjustment.</li> <li>• Reviewed 2021-2022 budget timeline.</li> <li>• Reviewed CSCF’s health benefits renewal plan options, and staff recommendations for dental/vision, and life/disability.</li> </ul> <p><u>Governance</u> Mr. Sweat, Governance Committee Chair, stated no new updates. Next meeting is scheduled for 5/12/21.</p> <p><u>Revenue Diversity Ad Hoc</u> Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, reported on the following.</p> <ul style="list-style-type: none"> <li>• Met on 3/24/21.</li> <li>• Reviewed year-to-date progress.</li> <li>• Discussed Ticket-To-Work strategies to bolster program and increase funds.</li> <li>• Reviewed Summer Youth Sponsorship outreach strategies.</li> <li>• Focus on increasing business investment: convening key stakeholders for roundtable discussions to gain insight from businesses and determine ways to best leverage industry investments.</li> </ul> <p><u>CareerSource Central Florida– 2019-2020 Annual Performance</u> Daniel Harper, Senior Management Analyst – Supervisor, Department of Economic Opportunity provided presentation overview of CSCF’s 2019-2020 performance (attachment).</p>	
8	<p><b>Insight</b> <u>Panel Discussion: Understanding the Workforce Needs, Opportunities and Challenges in the Business Community:</u></p>	

- Mr. Jerry Ross, President, National Entrepreneur Center, facilitated the discussion with the following panelists:
  - Gaby Ortigoni, President/CEO, Hispanic Chamber of Metro Orlando
  - John Newstreet, President/CEO, Kissimmee/Osceola County Chamber of Commerce
  - Tanisha Nunn Gary, President, African American Chamber- Central Florida
  - Robert Agrusa, President/CEO, Central Florida Hotel & Lodging Association (CFHLA)

Key highlights from discussion:

- Entry level jobs in demand but no incentive for people to go back to work vs. collecting unemployment.
- People who lost jobs due to pandemic found other job opportunities – hard to get those people back now.
- Employers combining positions to reduce costs – existing staff are taking on more responsibilities than former staff did.
- Sectors on the rise: construction, technical (tech jobs in every industry sector), logistics (delivery, audio/visual), home improvement companies.
- Hospitality jobs in demand but issues finding workers – needing to attract with incentives and wage increase.
- Big turnaround with entry level jobs – people lacking basic and soft skills.
- Increase focus to better partner with the high schools and do more to provide internships, apprenticeships to help connect youth to working world and learn skills (Summer Youth Program is helpful).
- Businesses should invest in interns, but leverage funds to sustain.
- Create high school level leadership programs - similar to programs like Leadership Seminole or Leadership Osceola.
- Areas that career seekers are looking for: stability, consistent work hours, more benefits, higher pay, upward mobility.

CSCF 2021-2022 Strategic Priorities



	<ul style="list-style-type: none"><li>Reviewed strategic priorities, goals and outcomes for FY 2021-2022 (attachment).</li></ul>	
9	<b>Other Business</b> None offered.	
10	<b>Adjournment</b> Meeting adjourned at 11:58 am.	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator